

Department of Permitting & Inspections

Zoning Division
645 Pine Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7142 (TTY)

William Ward, Director
Scott Gustin, AICP, CFM, Principal Planner
Mary O'Neil, AICP, Principal Planner
Ryan Morrison, Associate Planner
Layne Darfler, Planning Technician
Alison Davis, Zoning Clerk
Ted Miles, Zoning Specialist
Charlene Orton, Permitting & Inspections Administrator







MEMORANDUM

To: The Design Advisory Board
From: Ryan Morrison, Associate Planner
RE: ZP21-0963SP, 278 Main Street (Sketch Plan)
Date: May 11, 2021

File: ZP21-0963SP
Location: 278 Main Street
Zone: RH **Ward:** 8E
Parking District: Multimodal Mixed Use
Date application accepted: April 28, 2021
Applicant/ Owner: Duncan Wisniewski Architecture / Committee on Temporary Shelter
Request: A new, 16-unit multifamily building addition to the existing 10-family community house.

Background:

-  **Zoning Permit 92-030;** demolish porch and construct a new 2-story porch (side). July 1991.
-  **Zoning Permit 03-057;** enclose two screened-in porches, adding stairs and modifying the parking area. August 2002.
-  **Zoning Permit 05-585FC;** extend existing wood fence. May 2005.
-  **Zoning Permit 15-1223CA;** replace wooden siding with fiber cement board siding. June 2015.

Overview:

The Committee of Temporary Housing proposes a new, 4-story building addition at the rear of the existing community house. The new addition will add 16 new multifamily units to the existing community house (10 families). The proposal also includes reconfiguring the parking area, a new trash enclosure, and covered bicycle parking.

Part 1: Land Division Design Standards

No land division is proposed.

Part 2: Site Plan Design Standards

Sec. 6.2.2 Review Standards

(a) Protection of Important Natural Features:

The property has a gentle east-west downslope. No changes are proposed that will significantly alter the topography. The street frontage is developed with the existing building and landscaping, and the proposal will occur behind the existing building.

(b) Topographical Alterations:

The parking configuration will be altered to make room for the new building. Parking will locate in two areas (with appropriate driveway access): four spaces along the east wall of the existing building (rear portion) and 5 spaces behind the proposed building addition.

(c) Protection of Important Public Views:

There are no protected views from or through this site.

(d) Protection of Important Cultural Resources:

Burlington's architectural and cultural heritage shall be protected through sensitive and respectful redevelopment, rehabilitation, and infill. Archeological sites likely to yield information important to the city's or the region's pre-history or history shall be evaluated, documented, and avoided whenever feasible. Where the proposed development involves sites listed or eligible for listing on a state or national register of historic places, the applicant shall meet the applicable development and design standards pursuant to Sec. 5.4.8(b).

Not applicable. While the existing building at the front of the property is listed on both the National (College and Main Street Historic District) and State Historic Registries, no alterations to it are proposed.

(e) Supporting the Use of Renewable Energy Resources:

No part of the application will preclude future utilization of wind, geothermal, water or other renewable sources of energy. The plans do not include any reference to renewable energy resources to be used. The applicant should take this into consideration and provide additional information if it is to be included.

(f) Brownfield Sites:

This site is not listed on the Vermont DEC list of identified Brownfields.

(g) Provide for nature's events:

Special attention shall be accorded to stormwater runoff so that neighboring properties and/or the public stormwater drainage system are not adversely affected. All development and site disturbance shall follow applicable city and state erosion and stormwater management guidelines in accordance with the requirements of Art 5, Sec 5.5.3.

The application will trigger the need for an Erosion Prevention and Sediment Control plan, as well as a stormwater plan, to satisfy the requirements of Chapter 26 of Burlington Code of Ordinances. Written approval from the City Stormwater program will be a requirement of the zoning permit.

Design features which address the effects of rain, snow, and ice at building entrances, and to provisions for snow and ice removal or storage from circulation areas shall also be incorporated.

Based on the plans, it appears that there will be internal access to the new building addition from within the existing building. In addition, two ground level doors on the east wall of the addition will be covered by a portion of the second story. An entry at the rear will have a canopy cover as well.

With the proposed development area, there appears to be little room onsite for snow storage, aside from the 5-foot setback areas of the driveway and parking areas. The applicant will need to address this for the future zoning permit.

(h) Building Location and Orientation:

The new addition is proposed to the rear of the existing building. No changes to the existing streetscape are proposed.

(i) Vehicular Access:

The existing access off Main Street will continue to provide access to the property. The driveway will continue along the east property line to provide vehicular access to both parking areas and the trash enclosure.

(j) Pedestrian Access:

Pedestrian access to the existing building will remain as existing. There is a front entrance with a direct walkway to the Main Street sidewalk. There are no walkways identified on the plan that will allow for direct, unobstructed outdoor pedestrian access to the rear addition. It is conceivable that pedestrian access to the rear addition could avoid walking along the driveway by going through the existing building.

Aside from direct pedestrian access from the sidewalk, the plans do show a walkway along the east wall of the existing building's rear section, as well as along the east and north walls of the proposed addition.

(k) Accessibility for the Handicapped:

One handicap parking space will be provided per the site plan. The building inspector has jurisdiction over ADA requirements. By his direction and per Chapter 8 of the Burlington Code of Ordinances, handicap access must be addressed.

(l) Parking and Circulation:

Circulation within the site is clear: one driveway along the east property line to provide access to the two separate parking areas. The property is within the Multimodal Mixed-Use Parking District, which eliminates any parking requirements. The proposal includes, however, two separate parking areas for a total of 9 onsite parking spaces. As required by Sec. 8.1.16 *Transportation Management Plan*, the applicant will be required to provide a Transportation Demand Management (TDM) plan for review since the proposal includes more than 10 new dwelling units, and possibly more than 15,000 sf of new gross floor area. Each of the elements identified under this section will need to be addressed in the plan.

(m) Landscaping and Fences:

The plans do not indicate any new landscaping. Since the development will occur at the rear of the property additional landscaping isn't needed to enhance the streetscape. There is a 4 ft tall (approx.) picket fence between the existing building and the west property line (running parallel with Main Street) that will remain. Additional fencing runs along the rear half of the east property line, as well as along the rear (north) property line. The proposal includes continuing one of the existing fences to the neighbor's fence in the northeast corner. The applicant should be aware that this permit will only allow new fencing to be permitted strictly on the subject property. If any portion of this new fencing is to occur on the neighboring property, a separate zoning permit, filed for that neighboring property, will be required.

(n) Public Plazas and Open Space:

The site plan identifies open space along the west side. It is assumed that this area will be open to use for tenants of the property. To the rear of the new addition, picnic tables are identified for tenant use as well.

(o) Outdoor Lighting:

Where exterior lighting is proposed the applicant shall meet the lighting performance standards as per Sec 5.5.2.

The plans submitted do not reference any exterior lighting. The applicant will need to update the elevation drawings to show where exterior light fixtures will locate, and provide manufacturer's spec sheets of the fixtures to be used. Compliance with the lighting standards of Sec. 5.5.2 will be required.

(p) Integrate infrastructure into the design:

Exterior storage areas, machinery and equipment installations, service and loading areas, utility meters and structures, mailboxes, and similar accessory structures shall utilize setbacks, plantings, enclosures and other mitigation or screening methods to minimize their auditory and visual impact on the public street and neighboring properties to the extent practicable.

Utility and service enclosures and screening shall be coordinated with the design of the principal building, and should be grouped in a service court away from public view. On-site utilities shall be placed underground whenever practicable. Trash and recycling bins and dumpsters shall be located, within preferably, or behind buildings, enclosed on all four (4) sides to prevent blowing trash, and screened from public view.

Any development involving the installation of machinery or equipment which emits heat, vapor, fumes, vibration, or noise shall minimize, insofar as practicable, any adverse impact on neighboring properties and the environment pursuant to the requirements of Article 5, Part 4 Performance Standards.

The plans show a trash enclosure in the northeast corner of the lot. No other references are made for utilities, mailboxes, etc. The applicant will need to revise the plans to include utilities and amenities such as electric meters, mechanical units, infrastructure connections (water, sewer, gas) mailboxes, etc. If existing utilities/infrastructure will be used, please provide documentation as such. Additionally, a letter from the Department of Public Works will be required to confirm that there is adequate water and sewer capacity for the proposal. A state stormwater permit will also be required.

Part 3: Architectural Design Standards
Sec. 6.3.2 Review Standards

(a) Relate development to its environment:

1. *Massing, Height and Scale:*

The proposed 4-story rear addition will exceed the mass, height and scale of the existing building at the front of the property, as well as neighboring structures. However, with its location at the rear of the property, it won't be dominant along the street frontage. Neighboring buildings along this stretch of Main Street range in height from 2 to 3 stories. The scale of development is similar to nearby properties – specifically, the abutting property to the east contains a three-story multifamily building. And the property beyond that to the east contains a multifamily development as well. Given the underlying zoning (Residential High Density), the proposal fits within the intent of the zone.

Additionally, the development will utilize inclusionary housing benefits with regard to building height, and possibly lot coverage. The applicant's narrative states that all units within the addition will meet inclusionary zoning requirements. Lot coverage can go up to 92%, and building height can reach 47 ft, as long as the requirements of Article 9 – *Inclusionary and Replacement Housing* are met. The applicant will need to provide confirmation of the total number of units that will be reserved for inclusionary housing.

2. *Roofs and Rooflines*

The new, multi-level building addition will have flat roofs throughout. One exception to that is the elevator tower, which will have a sloped roof. In accordance with Sec. 5.2.6 (b) CDO, elevator towers are permitted to exceed maximum height limitations. Buildings within the immediate area have a variety of roof types, but more specifically, the large office building on the abutting property to the west has a flat roof. The roof/roofline of the proposed building addition will not create an anomaly in the neighborhood.

3. *Building Openings*

The elevation drawings show a variety of window types, with fixed, awning and casement windows throughout. With the exception of the elevator tower, there aren't any blank walls. Three first level access doors are provided (east and north side), and there appears to be a door on the south wall that will provide access to a portion of the second floor's rooftop.

(b) Protection of Important Architectural Resources:

Not applicable.

(c) Protection of Important Public Views:

Not applicable.

(d) Provide an active and inviting street edge:

Not applicable. No changes to the street edge are proposed. The existing building will remain as-is, and landscaping in front will remain.

(e) Quality of materials:

The application does not reference any building materials. The applicant should provide this information for the upcoming sketch plan review with the Development Review Board (June 1, 2021). As part of any future zoning permit application, the applicant must also provide a list and spec sheets for the proposed materials (siding, roofing, windows, doors, lighting, etc.). Generally, for new construction, a variety of materials is acceptable and are encouraged to be highly durable.

(f) Reduce energy utilization:

No reference to energy reduction utilization is included. The applicant should take into consideration the utilization of best available technologies and materials in order to maximum an energy efficient design.

(g) Make advertising features complementary to the site:

Not applicable. No signage is proposed. A separate sign permit will be required for any future signage.

(h) Integrate infrastructure into the building design:

The application does not include any reference to infrastructure. For the upcoming DRB sketch plan review and future zoning permit application, the applicant should include the location of all new mechanical units and infrastructure, mailbox location(s), etc.

(i) Make spaces secure and safe:

It is assumed that the entrances to the new addition will be illuminated with compliant lighting. There are three ground floor covered entries/exits proposed that will aid in building evacuation should the need arise. As usual, the new building addition will have to meet life safety requirements of the building code. Additionally, circulation to allow emergency vehicle access as well as first responder entrances with a stretcher-sized elevator will need to be addressed. Many of these items will be addressed at the Technical Review Committee, which among various departments and agencies, includes building inspector and fire marshal review.

Items for the applicant to consider in moving forward:

- Provide specifics on how Article 9 – *Inclusionary and Replacement Housing* applies to the proposed development: the percentage of inclusionary units; building height, density, lot coverage, etc.
- Regarding the uses and the number of units in each. The narrative notes that the existing use is a Community House for ten families, and goes on to suggest a multifamily use and/or emergency shelter. Break down each use and how many units/families there will be.
- Provide a list of materials to be used, along with manufacturer's spec sheets for the following: all windows, doors, light fixtures, siding, roofing, mechanical units, fencing, etc.
- Identify the following on the site plan and elevation drawings: mechanical units, light fixtures, mailbox location(s), snow storage areas, utility connections, etc.
- Confirm the rear setback – based on a lot depth of approx. 200 ft, the minimum rear setback is approx. 50 ft.

- The bicycle parking structure cannot exceed 15 ft in height given its proximity to the lot lines.
- A Transportation Demand Management plan will be required, per Sec. 8.1.16 CDO.
- A separate fence permit will be required if any portion of the fence extension is located on the abutting property, filed by that property owner.
- A letter from the Department of Public Works will be required to confirm that there is adequate water and sewer capacity for the proposal. A state stormwater permit will also be required.